

<b>Release</b>	<b>Document</b>	<b>Date</b>	<b>Pages</b>
18.08.30	National FOIA Portal Update Email	2/26/2018	001-004
18.08.30	Active Politicals email	6/29/2018	005-011
18.08.30	Next FOIA Open Forum email	6/6/2018	12

18.08.30	EFTS Email on Requirements for Page Numbers	6/4/2018	13
18.08.30	Email on Task Log and Tracker questions	6/4/2018	014-022
18.08.30	Glomar guidance email	6/22/2017	23

18.08.30	Political Appointees as for 5/25/18	5/25/2018	024-031
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18.08.30	FOIA Implementation Plan with Attachment	5/11/2018	032-036
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18.08.30	Email on FOIA Tracker field descriptions	5/10/2018	037-046
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18.08.30	Draft Implementation Plan and attachment	5/9/2018	047-048
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18.08.30	Awareness Draft for Solicitor Review and Attachments	5/9/2018	049-052
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18.08.30	Awareness Draft for IOS review	5/9/2018	053-056
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18.08.30	OS FOIA Processing Flow Charts with PPTX	5/3/2018	057-065
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18.08.30	AECA (Exemption 3 Review and Redaction Session 2 email about meeting	4/26/2018	066-068
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18.08.30	FOIA Processing Steps Draft	4/23/2018	069-071
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18.08.30	FOIA Processing Training Slides for EFTS, including slides	2/23/2018	072-113
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18.08.30	72 Hour Awareness Notice for Litigation	4/20/2018	113-116
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18.08.30	Master Memo for Meeting	4/18/2018	117-128
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18.08.30	Draft FOIA Memo	4/18/2018	129-131
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18.08.30	Draft Master Memo	4/18/2018	132-157
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18.08.30	Cleaned up Draft of FOIA Program Recommendations (master memo draft) with SOL insert	4/17/2018	158-172
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18.08.30	White Paper Draft in Google Drive	4/16/2018	173-178
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18.08.30	Revised Draft Memo	4/15/2018	179-187
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18.08.30	FOIA Strategy Check White Paper	4/13/2018	188-196
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18.08.30	Augemented Awareness Response Email from Julka Clarifying what constitutes consent by Political Appointees to relaese docs	4/5/2018	197
18.08.30	Clarice Email regarding Awareness review	4/5/2018	198
18.08.30	Further Augmented Awareness Discussion meeting invite	4/3/2018	199-202

18.08.30	Further Augmented Awareness Discussion meeting acceptance	4/2/2018	203-206
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18.08.30	Further Augmented Awareness Discussion meeting decline	3/29/2018	207-210
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18.08.30	Further Augmented Awareness Discussion meeting acceptance	3/26/2018	211-214
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18.08.30	Further Augmented Awareness Discussion meeting acceptance	3/26/2018	215-218
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18.08.30	Further Augmented Awareness Discussion meeting acceptance	3/26/2018	219-222
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18.08.30	Further Augmented Awareness Discussion meeting acceptance	3/26/2018	223-226
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18.08.30	Augmented Awareness Update pre-general discussion	3/23/2018	227-229
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18.08.30	Further Augmented Awareness Discussion meeting acceptance	3/23/2018	230-235
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18.08.30	Further Augmented Awareness Discussion meeting decline	3/23/2018	236-239
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18.08.30	Further Augmented Awareness Discussion meeting acceptance	3/23/2018	240-243
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18.08.30	Further Augmented Awareness Discussion meeting acceptance	3/23/2018	244-247
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18.08.30	March FOIA Meeting Agenda	3/23/2018	248-250
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18.08.30	Next Quarterly FOIA Open Forum on March 23, 2018	3/20/2018	251-252
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18.08.30	FOIA Quarterly Open Forum 1/9/18 and notes	2/28/2018	253-254
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18.08.30	EFTS having issues	2/21/2018	255
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18.08.30	eERDMS and FOIA	12/27/2017	256
18.08.30	Lapse in appropriations	1/22/2018	257
18.08.30	FOIA forum number change for 1/9/18	1/9/2018	258-259

18.08.30	Next FOIA forum	1/8/2018	260-262
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18.08.30	Guidance on the Foreseeable Harm Standard-email with attached memo	12/29/2017	263-312
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18.08.30	Foreseeable harm memo draft and compare versions	12/28/2017	313-331
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18.08.30	Foreseeable Harm Draft version 12/7/17	12/26/2017	332-341
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18.08.30	Foresseable Harm Statements Guidance email with Attachments from 2009	10/3/2017	342-352
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18.08.30	DOJ Daily Digest Bulletin highlighted for FOIA Training Opportunities	12/19/2017	353-355
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18.08.30	Postponed Next FOIA Forum originally planned for December 12	12/11/2017	356
18.08.30	Next FOIA Forum email	12/8/2017	357-358
18.08.30	Next Draft Foresseable Harm, 12/5/17	12/7/2017	359-368

18.08.30	"POST TIM" Foresseable Harm Draft, 12/4/17	12/4/2017	369-387
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18.08.30	Another Foresseable Harm Draft, 12/4/17	12/4/2017	388-396
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18.08.30	Next try for Draft, Foreseeable Harm 12/4/17	12/5/2017	397-405
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18.08.30	New Foreseeable Harm Draft, 11/30/17	12/4/2017	406-414
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18.08.30	Draft Chart for Foresseable Harm Memo-Draft Appendix	11/29/2017	415-417
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18.08.30	Last Foresseable Harm Draft 11/13/17	11/22/2017	418-425
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18.08.30	Foresseabble Harm Draft 11/13/17	11/16/2017	426-432
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18.08.30	FOIA Quarterly Open Forum Notes from 8/31/17	11/14/2017	433-436
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18.08.30	Pencils down for FY17 EFTS entries	11/13/2017	437
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18.08.30	Guidance on tracking and assessing search and review fees	2/15/2017	438
18.08.30	Foreseeable Harm Draft 10/3/17	10/3/2017	439-442
18.08.30	Draft Foreseeable Harm email	10/3/2017	443

18.08.30	Draft on Drafts and foreseeable harm	9/29/2017	444-447
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18.08.30	DOJ announces first slate of 2018 Training Dates	9/21/2017	448
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18.08.30	Next FOIA Forum Announcement and reschedule for August	8/16/2017	449-450
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18.08.30	Communcations with Office of Government Information Services OGIS	8/25/2017	451
18.08.30	FOIA Forum Notes for May 18, 2017	5/24/2017	452-467
18.08.30	Online FOIA request form update	5/22/2017	468

18.08.30	Next FOIA forum date and update on online FOIA request form	5/11/2017	469-470
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18.08.30	Next FOIA Forum tomorrow, for 2/16/17, with written summary and fee assessment guidance, and eERDMS	2/16/2017	471-478
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18.09.14	updated google spreadsheet of custodians from Cindy Cafaro	9/14/2018	479-483
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18.10.01	email from BLM Idaho State Office on incoming FOIA, rules of behavior, and audit request; and FOIA from WVP on BLM meeting in Denver on July 12 and 13 2017	4/2/2018	484-501
18.10.01	invitation on 4/3/2018 augmented awareness discussion	3/23/2018	502-507
18.10.01	communications with Cafaro from Oregon State Office on FOIA Improvement Act of 2016, signed in June 2016 by Obama	10/31/2017 to 11/1/2017	508-515

18.10.01	Questions from Oregon State Office with Cafaro on FOIA Improvement Act of 2016	10/31/2017 to 11/1/2017	516-536
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18.10.01	Ryan Witt quarterly report on BLM FOIA status	5/7/2018	537-541
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18.10.01	Awareness process for FOIA productions; memo formalizing awareness process; Q&A from agency FOIA people	5/24/2018-6/19/2018	542-603
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18.10.01	Awareness process for FOIA productions; memo formalizing awareness process; Q&A from agency FOIA people	5/24/2018 to 6/19/2018	604-618
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18.10.01	Active Policals updated list as of 5/25/18 and answering questions from bureaus on how to search for politicals	5/30/2018	619-641
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18.10.01	Further augmented awareness discussion calendar invite for April 3	3/23/2018	642-651
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18.10.01	FOIA DMU Processing Error email chain	4/30/2018	652-655
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18.10.01	Basic FWS FOIA Training for Department Review	5/16/2018	656-726
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18.10.01	FOIA officers meeting 3/23/2018 event invite	3/23/2018	727-729
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18.10.01	Guidance on Department-Level Political Appointee Review Policy	3/21/2018	730-750
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18.10.01	Guidance on Text Messages	10/23/2017	751-753
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18.10.01	Foreseeable Harm Memo edits	11/30/2017	754-770
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18.10.01	email on awareness review	5/19/2018	771
18.10.01	Awareness review sent to Kathleen Benedetto	5/1/2018	772-779
18.10.01	email on evening meeting with non government individual, referencing Daniel Jorjani?	10/2/2017	780

18.10.01	meeting request with Jorjani (Allen Freemyer) in October 2017	9/19/2017	781-783
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18.10.01	meeting request for Interior with Kathleen Benedetto and Dan Jorjani for May 5 2017	4/24/2017	784-794
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18.10.01	freemyer correspondence with Mariagrace requested by Muck Rock news (Jimmy Tobias)	3/22/2018	795-796
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18.10.01	email on evening meeting with non government individual, referencing Daniel Jorjani?	10/2/2017	797
18.10.01	meeting request with Jorjani (Allen Freemyer) in October 2017	9/19/2017	798-800
18.10.01	meeting request for Interior with Kathleen Benedetto and Dan Jorjani for May 5 2017	4/24/2017	801-805

18.10.01	meeting request for Interior with Kathleen Benedetto and Dan Jorjani for May 5 2017	4/5/2017	806-811
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18.10.01	Muck Rock conclusion of response	4/6/2018	812
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18.10.01	Archive search request of SOL-2018-00020 on departed polical appointees	4/19/2018	813-824
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18.10.01	Dep Sec Order on FOIA Review	4/11/2018	825-828
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18.10.01	Assistance Moving Augmented Review in Water and Science; USGS FOIA 2018-00028	5/7/2018	829-833
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18.10.01	Edits by FOIA officers on "Day in the Life of FOIA" office document	5/10/2018	834-893
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18.10.01	Clarice Julka modifications on FOIA processing --contributing to Day in the Life document	5/6/2018	894-895
18.10.01	Clarice rough draft	5/4/2018	896-897
18.10.01	notes and question on Dep Sec Approval awareness protocal	4/23/2018	898-899

18.10.01	March 23, 2018 Meeting Agenda FOIA Officers	3/23/2018	900
18.10.01	April 25 FOIA officers meeting	4/25/2018	901
18.10.22	FBI interimn release policy	4/17/2018	902-1118

18.10.26	DOI Demo of 5/16 on FOIA	5/11/2018	1119-1134
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18.12.06	Awareness Review Net for Katharine MacGregar, David Bernhardt, William Dove, Casey Hammond	4/5/2018	1135
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18.12.06	FOIA Protocol Modifications Memo	4/26/2018	1136
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18.12.06	Awareness Review PEER v. DOI Active Litigation	7/26/2018	1137-1139
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18.12.06	Awareness Review Letters	3/26/2018	1140-1207
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18.12.06	Heavily redacted FOIA Lawsuit-No Foreseeable Harm Perceived by Lawyers	11/28/2017	1208-09
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18.12.06	More Awareness Review-related emails		1210-1230
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18.12.06	Downey Magallanes Awareness Review on Monuments	6/13/2018	1231-1235
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18.12.06	More Awareness Review-related emails		1236-1260
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18.12.06	Flagging docs involving Zinke that would be released	3/28/2018	1261-1269
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18.12.06	More Awareness Review-related emails		1270-71
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18.12.06	Flag policy DOI	4/13/2018	1272-1274
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18.12.06	Heavily redacted FOIA Lawsuit-No Foreseeable Harm Perceived by Lawyers	11/30/2017	1275-77
18.12.06	heavily redacted awareness review in litigation matter by Jorjani and Cason; concerning Joel Clement?	3/30/2018	1278-283
18.12.06	other awareness review involving Jorjani and no redactions	4/30/2018	1284-287

18.12.06	Monuments emails awareness review around OS-2017-00538	5/2/2018	1288-1289
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18.12.06	email Clarice to Downey redacted	2/14/2018	1290-92
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18.12.06	other awareness review with little or no remarkable redaction		1293-1362
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18.12.06	BLM-related FOIAs	4/5/2018	1363-71
18.12.06	other awareness review with no remarkable redaction		1272-1391
18.12.06	heavily redacted email to Downey on Monuments for 72 hour awareness review; lots of repetitive emails captured	6/13/2018	1292-1452

18.12.06	August monuments review by Downey; various pages flagged for particular awareness	8/14/2018	1453-474
18.12.06	other awareness review with no remarkable redaction		1475-95
18.12.06	Awareness review that Downey flagged	6/20/2018	1496-1512

18.12.06	other awareness review with little or no remarkable redaction		1513-1536
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18.12.06	Clarice and Downey AR review OS 18-633; involved Cameron	4/10/2018	1537-1551
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18.12.06	communication on FOIA Lawsuit, No Foreseeable Harm Perceived by the Lawyers	11/30/2017	1552- 62
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18.12.06	heavily redacted awareness review in litigation matter by Jorjani and Cason; concerning Joel Clement?	3/30/2018	1563-1571
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18.12.06	redacted on WVP v. DOI	4/16/2018	1572-1600
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18.12.06	other awareness review with no remarkable redaction, including a duplicate redaction in Monuments email from Josh Hanson to Downey		1601-1649
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18.12.06	Josh Hanson on FOIA -538 liigation on monuments, to Downey	1650-57
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18.12.06	other awareness review with no remarkable redaction	1658-73
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18.12.06	FREQUENT ORG REQUESTORS	8/29/2018	1674
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18.12.06	other awareness review with no remarkable redaction	1675-1686
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18.12.06	Julka Email on Political Awareness Review	5/30/2018	1687
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18.12.06	assortment of docs on awareness review, reports, etc	1688-1694
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18.12.06	Monument FOIA communications	4/24/2018	1695-98
18.12.06	assortment of docs on awareness review, reports, etc		1699-700
18.12.06	spreadsheet of FY17 requestors	1/9/2018	1671-1704

18.12.06	assortment of docs on awareness review, reports, etc	1705-1723
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18.12.06	Monuments awareness review for friends of the earth	5/2/2018	1724-1738
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18.12.06	Assorted docs, including multiple weekly reports by Justin Davis	1739-1821
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18.12.06	assorted docs and attachments	7/24/2018	1822-23
18.12.06	assorted docs		1824-1845
18.12.06	EPA evaluation FOIA program	8/7/2018	1846-47

18.12.06   assorted docs

1848-893

18.12.06   EPA FEAT team

8/7/2018

1894-95

18.12.06   assorted docs

1896-1930

19.02.11	email consulting communications director on Foreseeable harm	10/26/2017	1931-39
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19.02.11	assorted docs		1940-44
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19.02.11	WVP v. DOI case	4/13/2018	1945-49
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19.02.11	assorted repeated docs on awareness		1950-2133
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19.02.11	Micah Chambers Awareness review	6/7/2018	2134-35
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19.02.11	meeting invites with redactions		2136-37
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19.02.11	Awareness Review 2017-544	7/25/2018	2138-2148
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19.02.11	assorted docs that includes email circulations on draft for "day in the life"		2149-2181
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19.02.11	WELC/WEG litigation docs	5/29/2018	2182-2187
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19.02.11	assorted docs regarding awareness	6/11/2018	2188-193
19.02.11	assorted reports and docs		2194-95, 2199-2201
19.02.11	Clarice asking Juliette Lillie for guidance		2196-97, 2202-2209

19.02.11   assorted reports and docs

2210-217

19.02.11   **Clarice Julka to Juliette Lillie with  
review policy**

**7/27/2018**

**2218-2219**

19.02.11   assorted docs

2220-25

19.02.11	Sklar saying Juliette Lillie must clear all NM releases before posted in new OS FOIA processes	8/1/2018	2226
19.02.11	assorted docs, including many emails on awareness review for politicals		2227-2303
19.02.11	immediate awareness review of Joel Clement docs	3/30/2018	2304-06

19.02.11	assorted docs include redactions, but they are dups		2307-16
19.02.11	Awareness Review to James Cason and Casey Hammond regarding Joel Clement	4/2/2018	2317-2320
19.02.11	assorted docs include redactions, but they are dups		2321-2359

19.02.11	WVP v. DOI case	4/12/2018	2360-2362
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19.02.11	assorted docs include redactions, but they are dups		2363-2402
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19.02.11	Tami Heilemann Photos	5/3/2018	2403-2417
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19.02.11	DOI Visitors Logs awareness	5/3/2018	2418-19
19.02.11	assorted docs include redactions, but they are dups, or misc awareness review that don't look suspect		2420-2453
19.02.11	Press Sec and Communications Director wanting to discuss something about 2018-00377 OS FOIA with Jorjani	5/22/2018	2454-2466

19.02.11	a few other misc awareness reviews		2466-76
19.03.04	BOEM release on OS-2016-435 Tranche 8	8/15/2017	2477-2482
19.03.04	Zuckerberg visit to glacier FOIAs	8/18/2017	2483-2486

19.03.04	PEER FOIA on Nat'l Bison Range FWS-2018-00095	1/25/2018	2487-2507
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19.03.04	Pestisides FOIA release to CBD	2/12/2018	2508-2509
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19.03.04	various FOIA awareness		2510-2516
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19.03.04	response to Rusty Roddy text messages (former DOI employee) with Zinke	5/1/2018	2517-2583, 2730-2851
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19.03.04	misc. awareness review and communications related to awareness; or dups		2584-2707
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19.03.04	FWS-2014-01122	10/24/2017	2708-2724, 2914-2980
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19.03.04	Cafaro/FWS on De-Dup	8/11/2017	2725-2729
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19.03.04	BIA-2018-00966	6/25/2018	2852-2857
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19.03.04	misc. awareness review and communications related to awareness; or dups		2858-2901
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19.03.04	NPS Awareness-Todd Willens flags	2902-2905
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19.03.04	misc. awareness review and communications related to awareness; or dups	2906-2913
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19.03.14	NPS FOIA awareness	2981-2982
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19.03.14	OS 2016-00435 litigation	3/22/2017	2983-3021
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19.03.14	misc. awareness review and communications related to awareness; or dups		3022-3138
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19.03.14	Consulting Daniel Jorjani on WH awareness	6/29/2018	3139-3140
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19.03.14	misc. awareness review and communications related to awareness; or dups		3141-3152
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19.03.14	Daniel Jorjani asking to hold NPS records release	7/18/2018	3153-3160
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19.03.14	misc. awareness review and communications related to awareness; or dups		3161-3165
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19.03.14	Asking EPA for its FOIA practices	8/3/2018	3166
19.03.14	misc. awareness review and communications related to awareness; or dups		3167-3177
19.03.14	SOL asking Clarice for staffing needs	8/16/2018	3178-83

19.03.14	Interior meeting with EPA on FEAT, FORT, automation, backlog management	8/27/2018	3184-85
19.03.14	misc. awareness review and communications related to awareness; or dups		3186-3193
19.03.14	SOL and FWS communications completely redacted	9/7/2018	3194-95

19.03.14	misc. awareness review and communications related to awareness; or dups		3196-3271
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19.03.14	Awareness review delayed	8/7/2018	3272
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19.03.14	misc. awareness review and communications related to awareness; or dups		3273-3338
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<b>Custodians</b>	<b>Suggested Search Term</b>	<b>Suggested Custodians</b>
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Howarth, catsamcat_contact_list		
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Tomas Tarr (Office of Chief Information Officer); Oluwarotimi Abimbola; Leah Fairman		
--	--	--

Howarth, catsamcat_contact_list, Cafaro		
--	--	--

Howarth, Cafaro

DOI solicitor

Leah Fairman, Cafaro, Howarth,  
Julka

Political  
Custodian;  
Augmented  
Comms review;  
Departmental  
Specific  
awareness  
review; Bureau  
Specific  
awareness  
review

Clarice Julka;  
Leah Fairman

Cafaro, Howarth

David Alspach; Rotimi Abimbola;  
Cafaro

Tomas Tarr,  
David  
Alspach,  
Rotimi  
Abimbola

Sylvia Burns; David Alspach; Cafaro

Cindy Cafaro, Julka, Sulafa Webster      Awareness  
Review

Cindy Cafaro, David Alspach

Axcelerate

Cafaro, Tony Irish, Timothy Murphy,  
Rachel Spector

Juliette Lillie, David Mary, Stefanie,  
Greg of OIG; Rob, Shane, and Steve  
of OES; Tony; Sylvia

Howarth, Julka, Cafaro, Richard Ha,  
Cindy Sweeny

David Alspach; Cafaro; Jamie Burley;  
Jamie Aguilar; Ngnoc Nguyen

Julka, Cafaro

Cafaro, Howarth,  
catsamcat\_contact\_list

Julka, Howarth, Cafaro, Juliette Lillie	Augmented Awareness; Augmented Awareness protocol; Augmented Awareness Guidance	Ryan McQuighan
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Howarth, Tim Murphy, Rachel Spector, Sylvia Burns, Elena Gonzalez, Edward Keable, Juliette Lillie, Cafaro, David Bernhardt	FOIA Strategy/FOIA Strategies	David Bernhardt
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Howarth, Tim Murphy, Rachel  
Spector, Juliette Lillie, Cafaro

Timothy  
Murphy

Howarth, Murphy, Spector, Keable,  
Gonzalez, Burns, Lillie, Cafaro,  
Bernhardt

Cafaro, Howarth, Lillie

FOIA  
Recommendati on David  
Bernhardt

Spector, Lillie, Cafaro, Murphy,  
Howarth

FOIA White  
Paper

Howarth, Lillie, Cafaro, Murphy,  
Bernhardt

David  
Bernhardt

Cafaro, Elena Gonzalez, Howarth,  
David Alspach, Sylvia Burnes,  
Richard Cardinale, Juliette Lillie,  
Timothy Murphy, Edward Keable,  
Rachel Spector

Howarth, Cafaro

Augmented  
Awareness  
Response

Julka, Cafaro, Howarth

Scott  
Cameron  
(who?)

Cafaro, Oladele Awoniyi, FOIA point  
persons of the bureaus including  
Ryan Witt

Jessica Rogers

Charis Wilson

Carie Hyde-Michaels

Stefanie Jewell

Dorothy Tinker

Brian May

Juliette Lillie, Cindy Cafaro, Howarth

Ryan Witt

Ryan Witt

Lance Purvis

Clarice Julka

Cafaro, Justin Davis

Cafaro, Howarth, Key BSEE  
employee?; catsamcat\_contact\_list

Key BSEE  
Employee

Cafaro, Howarth,  
catsamcat\_contact\_list

Tony Irish;  
Tim Murphy

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Justin Davis,  
Stephanie  
Gianchetta,  
Esparza  
Yadyra,  
Dorothea  
Vijarro;  
Bharati  
Uppin; Tim  
Murphy,  
Darrell  
Strayhorn

Cindy Cafaro, Darrell Strayhorn

Darrell  
Strayhorn

Darrell Strayhorn, Cindy Cafaro

Darrell  
Strayhorn

Darrell Strayhorn, Cindy Cafaro;  
Vicki Mott (2011)

Darrell  
Strayhorn

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Darrell Strayhorn

Cafaro, Tim Murphy, Darrell  
Strayhorn

Tim Murphy,  
Darrell  
Strayhorn

Cafaro, Darrell Strayhorn

Cafaro, Darrell Strayhorn

Cafaro, Darrell Strayhorn

Cafaro, Markee Connors

Markee  
Connors

Cafaro, Darrell Strayhorn

Cafaro, Strayhorn

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Diem Nguyen

Darrel Strayhorn, Cafaro

Strayhorn, Cafaro

Strayhorn, Cafaro

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list

Silvia Hart  
(BLM) was  
forwarded  
these notes

Cafaro, Howarth,  
catsamcat\_contact\_list

Cafaro, Howarth,  
catsamcat\_contact\_list; Wyant  
Robert (BSEE)

Cafaro, Howarth,  
catsamcat\_contact\_list

Valerie Shaw, Cindy Cafaro, Mary Jo  
Rugwell

Ryan Witt, Cafaro

Diana Fisher, Cafaro, Tamara  
Yingling, Sally Sheeks

Diana Flsher, Tamara Yingling, Ryan  
Witt, Sally Sheeks, Aaron Haselby

Ryan Wlitt, Cafaro

Robert Howarth, Cindy Cafaro,  
catsamcat\_contact\_list; Charis  
Wilson (NPS); Alison Yamato (NPS);  
Carrie Hyde-Michales (FWS); Ryan  
Mcquighan; Jennifer Litman (GIS,  
Wyoming BLM); Natasha Alcantara  
(FOIA Public Liaison BOEM); Tony  
Irish (SOL); Angela Moore (SOL)

Angela Moore; Charis Wilson; Cindy  
Cafaro

Brian Smith (BLM); Cindy Cafaro;  
Rotimi Abimbola (IOS); Tomas Tarr  
(IOS); Leah Fairman (IOS); Carrie  
Hyde-Michaels (FWS)

cafaro and heads of all bureau FOIAs

Cafaro, James Connor (IOS),  
Benjamin Weinischke (IOS)

Shelley Hartmann (FWS), Cafaro

Carrie Hyde-Michaels, Cafaro

Brian May (USGS), Cafaro, Stefanie  
Jewett (OIG)

Cafaro, Tim Murphy SOL, Jennifer  
Heindl SOL, Tony Irish SOL, Rachel  
Spector SOL, Gurney Small SOL

Darrell Strayhorn, Cindy Cafaro

Tim Murphy SOL, Cafaro

Angela Moore SOL, Cafaro; Josh  
Campbell SOL review

Mariagrazia Caminiti SOL, Allen  
Freenyer (ADFPC)

Allen Freemyer, Mariagrazio  
Caminiti

Allen Freemyer, Mariagrazio  
Caminiti; Jorjani

Muck Rock News, Jimmy Tobias

Mariagrazia Caminiti SOL, Allen  
Freenyer (ADFPC)

Allen Freemyer, Mariagrazio  
Caminiti

Allen Freemyer, Mariagrazio  
Caminiti

Allen Freemyer, Mariagrazio  
Caminiti; Jorjani

Muck Rock News, Jimmy Tobias

Lance Purvis SOL; Valerie Shaw

Tony Irish SOL, Briana Collier SOL,  
other SOL along with cindy Cafaro

Brian May (USGS), Cafaro, Robert  
Howarth, Dale Anglin USGS, William  
Lukas USGS

Cindy Cafaro, Robert Howarth;  
Juliette Lillie, Clarice Julka, Timothy  
Murpyy, Tony Dearman (BIE); Rachel  
Spector SOL

Clarice, Cafaro, Howarth

Clarice Julka, Cafaro, Robert  
Howarth

Clarice Julka, Juliette Lillie, Robert  
Howarth, Cindy Cafaro; Leah  
Fairman

Cindy Cafaro, Justin Davis

Cindy Cafaro, Julie Lillie, Justin Davis

Rachel Spector SOL; FBI; Cafaro

Cindy Cafaro; Tim Crawford EPA

Leah Fairman, Rachel Spector SOL,  
Robert Howarth, Casey Hammond,  
William Dove, Katharine MacGregor,  
David Bernhardt

Jorjani, Bernhardt, Juliette Lillie,  
Cafaro, Spector, Brett Myrick SOL,  
Leisa Schwab SOL

Matt Dermody (Bernhardt Special  
Assitant); Bernhardt, Rachel  
Spector, Gareth Rees, Justin  
Wilkinson

To Downey Magallanes; Edward  
Keable SOL; from Maria Lurie

Downey, Joshua Hanson SOL

Downey, Ryan Sklar, Laura Rigas,  
Cally Younger

Downey, Heather Swift (Press Sec);  
Faith Vander Voort;

To Downey Magallanes; Edward  
Keable SOL; from Maria Lurie;  
Heather Swift

laura rigas, cason, jorjani, tony irish,  
howarth, downey, julka, casey  
hammond, ryan mcquighan

Josh Hanson (branch of public land,  
div. of land resources, DOI SOL),  
Aaron Moody, Downey, Ryan Sklar

Downey, Clarice, Robert Howarth,  
Laura Rigas

Katharine MacGregor, Ryan  
McQuighan, Downey, Kathleen  
Benedetto (BLM), Robert Howarth,  
Jorjani, Josaphat Pater-Zyberk (SOL);  
Laura Rigas

Downey, Josh Hanson

Downey Clarice, Josh Hanson,  
Hubbel Relat (SOL)

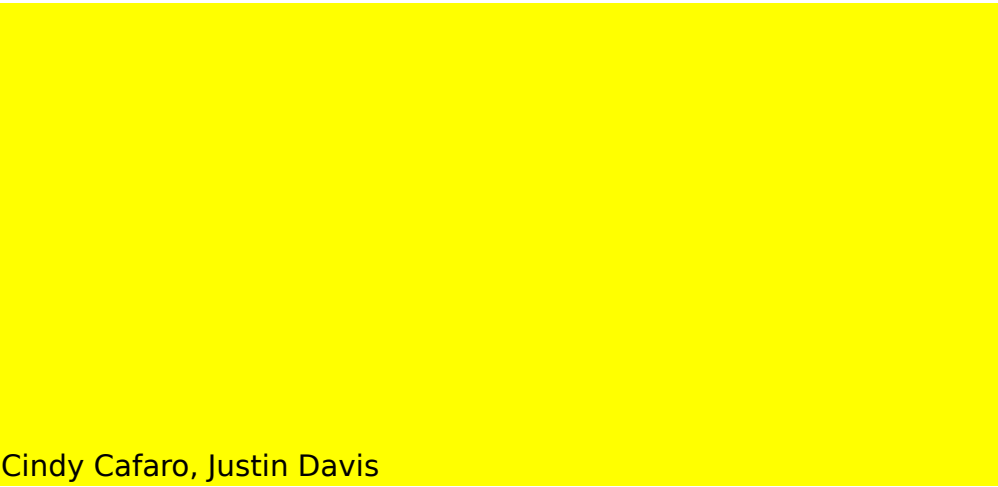
Downey, Leah Fairman, Dan Jorjani,  
Maria Lurie SOL

Downey, Clarice, Scott Cameron,  
Dan Jorjani, Laura Rigas

Downey, Heather Swift, Ed Keable  
SOL, Maria Lurie SOL

Joel Clement, Downey, Ryan  
McQuighan, Laura Rigas, Tony Irish

Justin Wilkinson, Downey, Robert  
Howarth, Gabriel Lohr SOL, Lori  
Mashburn white house liaison and  
senior advisor to the secretary,  
Laura Rigas (Communications  
Director); Matthew Dermody (special  
assistant) and Gareth Rees for David  
Bernhardt awareness



Cindy Cafaro, Justin Davis

Julka, Justin Wilkinson, Cynthia  
Sweeney, Nicholas Banco, Robert  
Howarth, Jason Hadnot, Ryan  
Mcquighan--regarding Cindy Cafao  
and Tim Murphy decision

Ryan Sklar SOL, Ryan Mcquighan,  
Josh Hanson, Clarice Julka, Josh  
Davis

Cindy Cafaro, Justin Davis

Josh Hanson, Justin Davis, Downey,  
Justin Davis,

Cindy Cafaro, Justin Davis

Rob Howarth, Cindy, Sylvia Burns,  
Jamie Burley, Tony Irish, Ed Keable

Juliette Lillie, Sylvia Burns, Nicholas  
Strapko, Amanda Epperson, Kenneth  
Klinner, Rotimi Abimbola, Bruce  
Downs, Richard Cardinale

Juliette Lillie, Sylvia Burns, Nicholas  
Strapko, Amanda Epperson, Kenneth  
Klinner, Rotimi Abimbola, Bruce  
Downs, Richard Cardinale

Leah Fairman, Laura Rigas

Gabe Lohr, Downey, Laura rigas,  
Heather Swift, Mashburn, Justin  
Wilkinson, aniel Jorjani

Micah Chambers (Dep. Dir. Office of  
Cong. and Leg. Affairs); Gabe Lohr,  
Clarice Julka

Micah Chambers, Leah Fairman, Dan  
Jorjani, Gabriel Lohr

Rachel Spector SOL and Nick Blanco  
IOSj

Julka, Mcquighan, Leah Fairman,  
Nicholas Banco, Jason Hadnot, Emily  
Karp, Cynthia Sweeney, Cafaro,  
Robert Howarth, Juliette Lillie

Juliette Lillie, Clarice Julka, Rob  
Howarth

**Juliette Lillie, Clarice Julka**

Lillie and Sklar

Downey, Laura Rigas, Tony Irish

Laura Rigas, Casey, James Cason,  
Jorjani, Tony Irish, Robert Howarth,  
Downey

Justin Wilkinson, Gabriel Lohr, Lori  
Mashburn, Downey, Daniel

Justin Wilkinson, Downey, Laura  
Rigas, Clarice, Brett Myrick, Jorjani

Downey, Heather Swift, Alex Hinson,  
Laura Rigas

Rigas, Swift, Leah Fairman, Alex  
Hinson, Downey, Clarice

Natasha Alcantara (BOEM FOIA);  
Justin Davis, Pedro Melendez SOL,  
Gurney Small SOL

Robert Howarth, Clarice, Brian May,  
S Litsa Marinos, Andrea Quick, Laura  
Rigas

Heather Swift, Laura Rigas, Paul  
Ross, Russell Newell, Barbara  
rWainman, Gavin Shire FWS, Carrie  
Hyde-Michaels FWS

Heather Swift, Laura Rigas, Paul  
Ross, Russell Newell, Gavin Shire  
(FWS Chief of Public Affairs)

Timothy Wight, Ryan Mcquighan,  
Kenneth Klinner, Kurtis Mcdowell,  
Abimbola Oluwarotimi, Sylvia Burns,  
Elena Gonzalez (Deputy Assis. Sec  
of Tech, Info, and Bus. Serv); David  
Alspach (Info and Tech management  
Division, Office of the Secretary  
Records Officer

Carrie Hyde-Michaels, Justin Davis,  
Cindy Cafaro

Carrie Hyde-Michaels, Cindy Cafaro

Downey, Caroline Boulton, Carol  
LeaderCharge, Kelly Meacham  
(Assistant Sec, Indian Affairs)

Downey, Todd Willens (Assistant  
Deputy Sec USDOl)

everyone, including Bernhardt

Robert Young BOEM, Gabe Lohr SOL,  
Justin Davis, Ryan McQuighan,  
Natasha Alcandra, Clarice, Pedro,  
Gurney

Daniel Jorjani, Ed Keable SOL, Tim  
Murphy SOL, Downey, Leah Fairman,  
Maria Lurie

Angela Moore, Downey, Heather  
Swift, Ed Keable, Lance Purvis, John  
Brockmier, Dan Jorjani

Daniel Jorjani, Relat Hubbel, Juliette  
Lillie

Ed Keable, Clarice Julka, Juliette  
Lillie, Rob Howarth

Relat Hubbel, Richard Cardinale,  
Abimbola Rotimi, Juliette Lillie,  
CIndy Cafaro, Ed Keable

Larry Mellinger Attorney Advisor at  
Div. of Parks and Wildlife, and Josh  
Kindred at SOL, Briana Collier,  
Michael Gieryic, Aaron Moody,  
Bethany Henneman, Joseph Balash,  
Stephen Wackowski, Peg Romanik,  
Bejamin Jesup

Angela Moore, Downey, Swift

## Redactions

b5 redactions for phone numbers

b5 completely redacted 6 pages

b5 exemption for partial 2 pages

b5 exemption similar pages as above,  
Appendix 4 missing (not in previous master  
memo

b5 exemption most of the memo

b5 exemption most of memo

b5 most

b5 exemptions thorough much of the doc

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial for passcodes

b5 partial w/r/t fee waiver

b5 redacted language in compare version

b6 partial; zinke and bernhardt emails  
redacted

b5 partial redact passcode and video conf  
phoneline

b6 partial redaction Witt cell

b5 partial redaction of conference line and  
code

b6 partial redaction of Brian May and  
Stefanie Jewett cell

b5 redaction on text messages from SOL  
worth asking for?

lots of b5 redactions over edits and  
comments

b6 partial redaction of Brian May cell

many b5 redactions of redlines and  
comments

b5 partial redaction with regards to Leah?

b6 and b7 partial redactions due to law enforcement purposes?

b6 for Bernhardt email

b6 Berhardt email

b6 Berhardt email

lots of b5 redactions of actual email

b5 mostly redact

b5 mostly redact

b5 mostly redact  
b6 Zinke personal email account?

b5 mostly redact

b5 mostly redact

b5 mostly redact tony irish SOL emails  
b6 redact of Tony cell

b5 redaction email from Hanson to Downey

b5 redacted Clarice email to Downey

redaction b5 for one closed case, and for  
some conference lines

b5 redaction Hanson to Downey and also  
Downey to Josh

b5 redaction Downey to Ryan McQuighan  
and also to Jorjani and Hubbel

b5 redaction of message from Downey to  
Downey (personal to work email?); and from  
Clarice to Downey on link for access

b5 redaction of Hubbel and Downey emails  
regarding some "questions" they had in  
reviewing

b5 redaction of Leah Fairman explanations to  
Downey and Downey communications

redaction b5 for one closed case with  
Downey email

b5 redaction of Downey and Clarice and  
Rigas communications

b5 redactions of Downey, Ed (SOL), and Maria  
Lurie (SOL) communications

b5 redactions of Tony Irish email

b5 redaction of Laura Rigas email saying she has concerns

b5 redaction of Justin Wilkinson IOS email to Lori and Mashburn's own email saying she has some concerns

b5 redaction of laura's communication

b5 redaction of Hanson Email to Downey  
after Sklar flag pages for release



b6 redaction of some info in Cindy and Justin  
email

b5 redaction for Josh emails describing what  
Downey said, and to Justin

b6 redactions

b5 redactions of Laura rigas email, and Gabe  
Lohr SOL email, along with Mashburn email

b5 redaction of Micah Chambers approval

b5 redaction of Micah Chambers review; and  
a Gabriel Lohr communication about what  
Leah and Micah was told

b5 redactions of communciations from both

b5 redaction of whatever SOL/Clarice  
learned on approval obtained from Exec Sec

b5 redaction of Laura said

b5 redaction about why Hammond may not  
have received notice for review

b5 redaction of email from Justin to Lori

b5 redaction of Rigas email

b5 redacted Swift email on request, which  
was something that Rigas wanted to discuss  
with Jorjani 3 days later, on the day it  
release was due

b5 redactions of Natasha email noting  
something for SOLs

b5 redaction of Justin Davis email saying  
Gabe suggested looking at a page number?

b5 redactions of Laura Rigas, Downey  
questions, and of FWS answers

b5 redactions of Tim and Ryan emails on  
Russell Roddy

b5 redaction on 2707 of reason why  
withholding a large portion of documents  
responsive to possible recombination of  
BOEM and BSEE

b5 redaction of everything under FWS's note  
that Ecological services is doing relevancy  
check of the documents, and that subject  
matter expert wouldn't be able to complete  
that review accurately

b5 redaction on all initial Cafaro/FWS  
communications

b5 redaction of google drive link

b6 redaction bernhardt email

b5 redaction of most of Natasha's email, part of Gabe's email to Justin, and part of Justin's email to Gabe and Natasha regarding a determination topic, and Justin's impression of something, also Gabev's email to Natasha on write up, Ryan's email on discussion, and Clarice's whole email, and Ryan's whole email

b5 redaction of reasoning or description on email messages that implicate WH equities

b5 redaction of Clarice recommendations on  
staffing and of ed's followup

b5 redaction of entirety of FWS email to SOL

## Notes

Requesters may make requests through a centralized Portal

Request copy of Active Politicals as of 5-25-18 Google Sheet

Need summary of the meeting on June 7 (notes, like for 1/9/18)

Solicitor may have requested that DOI needs to better track the volume of records being processed for FOIA requests and so EFTS will be updated with page numbers for partial and full releases

Departmental Specific awareness review is what was described in the FOIA Awareness Process memo. Bureau Specific awareness review is the usual Bureau review process?

Section 10.5 of Handbook on Glomar

Political Appointees list ot be updated monthly, according to Rotimi Abimbola. [SEE LIST](#).

Implementation Plan Using Axcelerate--seems to be a program for streamlinng FOIA requests and review

FOIA Tracker field iscription/metrics

Workflow on processing FOIA

AECA redaction session--ASK FOR CONFERENCE  
MATERIALS from May 3 class

EFTS training attached reflect changes from last year (2017)

Refer to "latest guidance on augmented awareness protocol"--Julka asked for written guidance; says OS and FOIA office confused about when to implement awareness requirement. Request any guidance on augmented awareness protocol prior to the May 2018 Guidance memo.

contains resource evaluations of FOIA staffing; backlog info; Check on Chief Information Officer

Was used at meeting--ask for meeting handout?

This is a draft of awareness memo

These are edits solicited

These is a previous draft of the Master Memo, "with sol  
insert." David Bernhardt was recipient of FOIA  
recommendations. Search him?

This MAY be a draft of the Master Memo for FOIA  
Recommendations that went to Bernhardt

An early version of Awareness Memo

Earlier version of the FOIA Strategy Recommendations to  
Bernhardt

Scott Cameron said he wants to review all docs falling under his purview before they are released pursuant to his meeting with Bernhardt

Julka als unclear on Downey and Laura's involvement in review

Ask for handouts from April 3 10:15 am Augmented Awareness Discussion

How come she was able to accept he day before the invite was sent?

Charis Wilson of nps declined meeting

accepted meeting from fws

Accetped meeting from OIG

Accepted meeting from BSEE

Accepted meeting from USGS

Julie accepted meeting, this is different from the  
Discussion and takes place before then, also on April 3

Witt accepted meeting but 32 pages did not contain this  
Awareness invite

Witt first declined the same invitation a few minutes  
before he accepted

Accepted from SOL

Accepted from IOS

Ask for handouts from March 23 FOIA meeting

A key employee's absence postponed the meeting;

Until when was this postponed, and where are the notes?

Reference:

-FORESEEABLE HARM MEMO

-Late Feb/Early March Trainngi lead by Tim Murphy and Tony Irish of SOL-DGL

-FEE WAIVER DENIAL Docs (b)5 exempted discussion

-Timely response to data calls of FOIA requesters/litigants for DOI--"incredibly important and appreciated"

email Enterprise Records and Document Management System is used for when a potential custodian is likely to have responsive mails but emails couldn't be reached and searched for outside of eERDMS

Reference that this message supersedes early messages on eERDMS and FOIA--NEED EARLIER MESSAGES

Furloughed employee cannot work on FOIA work, and no FOIA requests may be processed, accepted, etc during lapse

referencing written summary of meeting, which is here  
(00254)

Memo examinng one part of FOIA Improvement Act of 2016, provide background on standard and instructions on when to consult with SOL or seek additional info from subject matter expert

Basically, withhold information only if subject to exemption and foreseeably harm interest protected by that exemption

"The less sensitive or controversial, the less likely foreseeable harm would arise"

"If decision has been made, less likely foreseeable harm would arise."

May 29, 2009 memo on foreseeable harm standards from  
DOI Solicitor

Postponed to January 2018 (likely the 9th)

Scheduling for December 11/12

Versions that Tim Murphy had edited

There are little to no responses from Darrell Strayhorn given feedback on these drafts; and where are Tim Murphy's edits?

Cafaro said on 11/22/17 that she was plannign to sign and send on Monday, but she obviously didn't, and there was another month of back and forth regarding the draft. So where were the drafts received from Darrell and/or Tim?

A final report may nonetheless be pre-decisional if there was a final recommendation to the superior, who will be making the final decision (or have made?)

Must tell requestor explicitly that there were exact dups of some of the responsive records and DOI didn't process them

Do not delay communication with requesters by sending communications via physical mail unless explicit preference. Send via email

Noted for FOIA training opportunities

Originally scheduled for 8/17, then postponed to 8/31

nonresponsive mails in a string which does not satisfy  
exemption and foreseeable harm must be released

online FOIA request form restored

Announcing May 16 FOIA open Forum, then postponed to 18--they have a lot of phone capacity issues and postponements...

deliberative process privilege no longer protects records more than 25 years old

Referrals and consultations require Bureau FOIA officers coordinate with one another as required in Departmental Manual Chapter on FOIA

Attached June 3, 2016 eERDMS guidance that was superceded by 12/27/2017 guidance

sent as email attachment to Thom

attached rules of behavior and eERDMS audit request;  
BLM staffers **provided own notes upon request**

discussed Act's codification of foreseeable harm test, limit  
period for using deliberative process privilege to 25 years  
after record creation, allow 90 days to appeal, limit  
agencies' abilities to charge fees

if exemption apply, may do foreseeable harm analysis. If exemption applies, must always consult with SOL or SME-- subject matter expert

BLM bureau office has not posted any records under (a)(2) to FOIA webpage by Program offices posted 1200-1500, improved online presence with Twitter and Tmblr??

"If a reviewer does not reply to the FOIA personnel within 72 hours, his/her silence will be taken as an affirmation that he/she has concluded his/her review"

Finalized redactions sent to review for awareness review  
-but only emails and attachments to emails trigger awareness review; calendars don't unless they are in emails or attachments to emails

-Every small mention or tiny involvement of a political appointee would require that email to go to that appointee for review, even if the old email was sent when the employee wasn't in that position

-90 PAS, NCSE, and/or Schedule C employees in the DOI trigger the awareness review

Final FOIA Awareness review included here

includes large powerpoint attachment of FWS FOIA training

USGS thinks that bureaus must provide PAs with list of open new FOIA requests each week and with packages to review prior to their release.

Gurney discussed text message protocol, Cafaro stated texts are electronic records just like emails, search and process similarly

edits by SOL on foreseeable harm memo. Not sure whether requesting redaction information would be helpful.

allen freemeyer is a utah business lobbyist; meeting with Jorjani and Jim Cason one on one in October 2017, 2 months before monument proclamations

Allen Freemyer Utah Lobbyist meeting with Kathleen Benedetto and Dan Jorjani on mineral withdrawal issues on GSG (greater sage grouse) and SFA (sagebrush focal areas) -- says Jorjani stopped by meeting on April 4 with Western Exploration

duplicate of request for meeting/email with Jorjani

Briana Collier requesting secretarial order that foia request be sent to politicals for review if they are asking for sensitive info

-Tony Irish saying there's fundamental misunderstanding;  
Dep't rethinking FOIA review process due to substantial FOIA surge; want clear written guidance in the future

showing augmented reviewing by Water and Science  
blocking USGS release since April 11 2018--USGS email sent on May 7 2018

-shows FOIA awareness review can take a month

-USGS feared CBD lawsuit on this

-good summary of FTE and processing speed

-4/5 staff begin each day processing existing litigation cases; only one process non-lit cases on average 2500 pages/week

-as of May 2018 19 active lit cases against OS FOIA

-Connie process 1500 pages minimum for monument-related litigation

-no time to process non-lit FOIA

-lit prevents FOIA office from maintaining processing order utilizing tracking system

-receive 10 requests a day; take 4-6 weeks from incoming date

-use inexperienced rotating staff

- awareness review used to be 24 hours?
- the administrative staff quit in March 2018
- after equity review, FOIA officer sends records to SOL "we never know how long it will take in SOL, sometimes it is weeks. Often, it takes months before we hear anything."
- after SOL, sent to political appointees for awareness review

- in August 2017, was advised to no longer send out search requests unless received approval from superior??

- related to an April 27 2018 release for litigation; bernhardt gave verbal affirmation that it could go out but "he will not be putting this affirmation into writing and that if he said it could go out, we do not need to hear from anyone else." But staffer understood that they need approvals in writing for docs to go out

219 pages of FBI litigation on FOIA, along with related exhibits--indicates SOL looked to FBI FOIA policy as "gold standard"

seems to be communications on an onsite demo of FOIA processing system

11 pages provided for Bernhardt review

requesting Bernhardt review of memo outlining steps and data for FOIA processing system; said has not been reviewed by "Chief FOIA Officer, Dan or DOJ"--Dan has a special place in this review

redactions make email completely useless; contents very unavailable

lots of the recipient names caught up in awareness review; some in a review before publication to FOIA library

SOL sends an email to Downey saying something about Foreseeable Harm; but no idea what's in the email due to redactions

Some of these relate to review on National Monuments

extended communicatiosn on National Monuments Review  
for June release with Downey

more monuments information related to CBD lawsuit  
redacted; Zinke communications topic redacted; Zinke  
corresponded with Whitefish Energy Andy Techmanski  
(Montana energy)  
-apparently Zinke used personal accounts

this seems to be related to DOI flag policy (see  
attachments); there needed to be a statement on flags?

SOL sends an email to Downey saying something about Foreseeable Harm; but no idea what's in the email due to redactions

attorney client privilege redactions?

attorney client privileged?

Clarice is not attorney, so not AC privileged--why is this redacted?

Downey email back also redacted; and, Robert Howarth wouldn't respond by email and would ask Clarice to call

b5 redaction of file names? or descriptions of files involved in active litigation?

MacGregor questioning why Brian Steed not copied on BLM related FOIAs--suggesting inclusion of more appointees in awareness review; McQuigghan said "wasn't aware of" Brian Steed and forwarded to him

**If it is the case that sometimes other parties get added to the review due to more sensitive documents, while other times a reviewer decides not to continue reviewing due to being bored, is there a patterns and practice claim, given that DOI is not reviewing in accordance with its own policy?**

this was right before the hearing on reconsideration and potentially is Josh Hanson's privileged communications to Downey

post court-ordered August monuments with pages flagged for special awareness:

File 00538ck:

- Pages 276-278.

File 00538cd:

- Pages 160-161
- Page 165
- Page 649
- Page 681
- Pages 848-851
- Page 875
- Page 919

-it's possible the Leah explanations were suggestion to further redact the document? And, Downey also asked Maria to run it by Dan Jorjani

does the fact that a lawyer is on the email privilege the email?

possibly attorney client privileged over some lawsuit; Ed answered a Downey question.

Downey says "these may be released from my perspective." and that Mashburn's custodial confirmation is not sufficient to end the augmented awareness review, and Downey and Laura Rigas need to sign off.

then, 15 days later on May 1, Downey allows the record to go; Mashburn took 15 days to review

Sklar flagging special pages from monument release  
Document 00538ce  
pages 151, 239, 247-49, 407, 408, 410, 434, 564, 618-19  
Document 00538cj  
pages 8-12, 15-19, 20-25, 68-70, 148-161, 226-27, 322,  
336

Julka said Sklar had comments about paying particular attention to certain pages (so politicals are reviewing special pages and those pages may be redacted?)

Downey said Division of Land Resources SOL is on the monument litigation

got a count of all organizations that have sent in at least 10 FOIA requests on requests that have been closed out between October 1 and Aug 29, 2018.

"even if we are directing requesters to a publicly available link in our OS FOIA library, we must first comply with [the] political awareness memo."

flagging docs for "White House Equities"

EJ flagged on spreadsheet as having submitted 23 FOIA requests in FY 2017

**1802 "Protocal for sending WH equities over to the WH. . . .confirmed that Daniel Jorjani was indeed the individual who serves as the conduit for WH equities."**

email attaching "Lessons Learned Draft Memo" to Deputy Sec on ongoing FOIA activities

1831, 1833 -- b6 redactions for Bernhardt's personal email address?

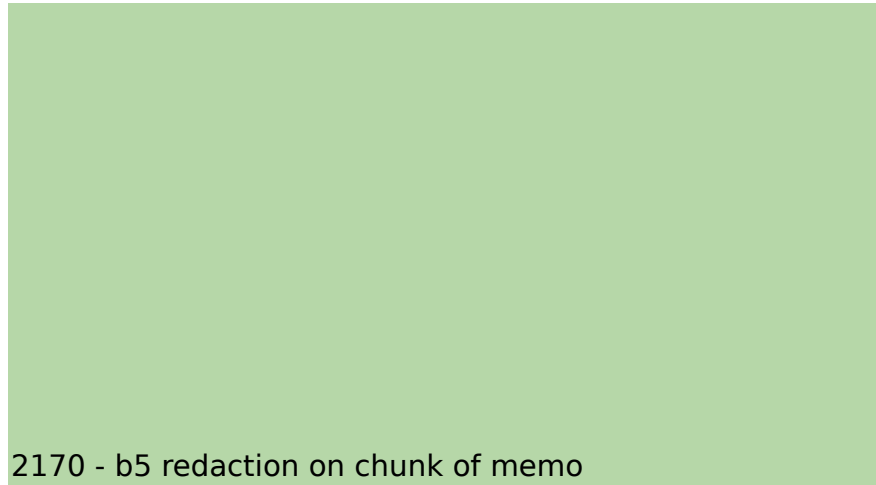
attachment of EPA's 2016 FOIA evaluation report used to review their FOIA program, make recommendations now in place, provide good process maps

attachment of letter on EPA's FOIA Expert Assistance Team that was sent to the hill that provides a description of what they o.

FOIA office reaching out to Laura Rigas, communications director on whether there's foreseeable harm in release; interesting that they are asking communications director; Laura Rigas then says she's not a lawyer but would be harmful--asks to elevate to Gabe Lohr or Tim Murphy

note that even though it didn't previously do so, DOI  
redacted the pages that were flagged for awareness  
review for Monuments in this release

presumably Lohr's email which was redacted contained  
some policy about awareness issues? Has something to do  
with other digital communications



2170 - b5 redaction on chunk of memo

Dan Jorjani is to be copied on whatever is sent to Downey for awareness

Rob responding to Clarice saying the earlier process (of Julie review of OES records prior to going to SOL) no longer necessary and superceded by May 24 memo by Cindy Cafaro

Julka responds with confusion because Rob had told her to have Julie review

**4" (Zinke, Hommel, Renner, Boulton) needed to be sent to Downey and affirmative response was required before release**

**this contradicts that 72 hour awareness memo of if no affirmative response, then process is complete**

**Leah says would have to pester downey; need clarification on when affirmative response is okay or simple silence equals consent.**

**Leah concludes: need affirmation when actual custodian is Zinke/Caroline or listed in To From CC; but silence is fine with mere mention of Zinke**

Not sure what "are you still in" is referring to; Downey said  
would defer to Comms on whether to release

**it's clear multiple people are reviewing these packets of documents; some request to see packages after they have been redacted once in accordance of the wishes of another reviewer. This elongates the process. This is especially true when they need confirmation from each recipient**

Laura Rigas flagged issues with photos--why are these photos being provided to her? if they are photos, how is it her name pops up? Are they photos of her?

Downey isn't reviewing everything that she's supposed to under the policy, assigning to someone else--"Please just have someone on your team review this and be aware of who is there, I'm not going to comb through it more." So kicked it off to other peeops at DOI, including Laura Rigas and Heather Swift, Laura kicked it to Alex Hinson(communications team?

Apparently the discussion regarding the release with Jorjani, Swift, and Rigas delayed the release

attorney client?

Pedro responds saying he's okay with the documented reasoning for withholding--could we find out more about that reason?

**this is pre awareness review--packet nonetheless sent to exec sec for review from NPS FOIA (Exec Sec means OS?); and Robert Howarth forwarded it to Laura Rigas for awareness**

**original NPS email noted that material contains Exec Sec information and the decision prompting the FOIA was made at the DOi level, that's why OS FOIA must review**

**This means the awareness review was informally started prior to the May 24 memo by Cafaro**

This preceded the awareness review memo of May 24, FWS still forwarded the FOIA packet to politicals--communications and press secretary; then, somehow, the foreseeable harm memo was attached in response to Rigas and Swift questions.

**figure out how foreseeable harm and awareness interact**

THEN, Rigas forwards the thread to Todd Willens, Assistant Deputy Secretary of USDOJ, who said "I'll take care of. You shouldn't be in the middle of the FOIA stuff" which of course, clearly wasn't the case as Rigas became super involved in all awareness reviews for FOIAs later on

Gavin Shire again forwards a bunch of FOIA releases to Rigas and Swift

Rob Howarth sent stuff to Laura Rigas for review prior to the augmented awareness memo by Cafaro

FWS said they expected a new augmented awareness policy by 4/25/2018

Alcantara at BOEM was asked by DOI OS to consult Swift because Swift communications was requested (4/25/2018)

Elena said that she needed to review responsive documents before it is submitted to FOIA office, and that "Scott" Cameron gets to do awareness of responsive docs after FOIA officers have reviewed and before anything is released to requester--3 levels of review at least, in addition to a SOL review?

Tim said that getting awareness to Scott Cameron is a "new process."

2624-after consulting with Mr. Schindler on the awareness review, BOEM removed 5 pages from the original packet and allowed time to address his concerns. SO it's clear that awareness review is not for awareness only, but also removes pages

In many cases after may, when sent out for awareness review, specific pages are flagged for specific people

at least three levels--SOL, Dir or Departmental (awareness) review, awareness review

besides exemption number, reasoning redacted.

pre-May 24, 2018, there is a relevancy check stage on a really old FOIA request to FWS

Cafaro notes that if the difference is a few commas, it's a new copy

Clarice says that per departmental memo on awareness review, records mentioning Secretary (Zinke) have to be sent to Caroline Boulton and Downey

Todd Willens flagged something "for comms"--awareness  
process is also including DOI comms

this is pre-awareness memo. So people are just forwarding emails to each other to flag things?

3023-Bennet in April 2017 asked for DOI FOIA guidance/standards and processes

3029-prior to May 2018 they were ping-ing people to get attention on various FOIA requests

3039-Matthew Allen email raising concerns on Mike Nedd instructions to add layer of review/unethical handling of FOIA requests/conflict of interest/further delay of FOIA

3055-GAO report on actions needed to improve FOIA0GAO-18-365

Daniel Jorjani is consulted on whether WH needs to be consulted prior to FOIA release, who ran it past WH out of an "abundance of caution"

jorjani seeming to hold release of documents until after he speaks with division of general law. Awareness review was not 72 hours, but started on July 12, and on 18th the docs still were not out; SOL also says nothing to be released until Ed gives final go

Juliette Lillie asked Dan Jorjani to reach out to EPA to learn more about their management processes and how to clear backlog, accountability, management, staffing, tools, and how they made changes. Apparently David Bernhardt asked for it.

meeting with Tim Epp at EPA

**requested awareness review by 8/10, but 11 days  
later, still not completed by Downey or Swift**

<b>Release</b>	<b>Document</b>	<b>Date</b>
18.08.30	Active Politicals Google Doc for FOIA Awareness Process	5/25/2018
18.08.30	Awareness Process Email with Attached Memo	5/24/2018
18.08.30	March FOIA Meeting Email and Attached Agenda	3/23/2018
18.08.30	Political Staff List Email	3/26/2018
18.08.30	Forwarding Political Staff List to BLM Personnel	3/27/2018
18.08.30	April FOIA Meeting Email chain and Attached Agenda	4/24/2018
18.08.30	Forwarding Awareness Process Email among BLM	5/24/2018
18.08.30	Awareness Process Email FAQ	6/19/2018 and 5/30/2018
18.08.30	Forwarding Awareness Process Email among DOI	5/24/2018
18.08.30	Forwarding Awareness Process Email to BLM	5/24/2018
18.10.01	active politicals google doc for FOIA awareness review legible copy as requested	

<b>Pages</b>	<b>Custodians</b>	<b>Suggested Search Term</b>
001-004	Cafaro, catsamcat_contact_list , Howarth, Witt	FOIA Awareness
005-007	Cafaro, Sylvia Burns, Timothy Murphy	
008-009	Office FOIA Officers, Cafaro, Justin Davis, Howarth	FOIA Backlog; FOIA Proactive Disclosures; FOIA Transparency
010-013	Howarth	Balash FOIA
014-017	Witt	FOIA Appointee Guidance; FOIA Political Guidance
018-020	Witt, Cafaro, Julie Lillie	Awareness Review
021-023		
024-026	Cafaro, Howarth, catsamcat_contact_list	Trigger Review; Appointee Review; Political Review; PAS Review; NCSE Review; Schedule C review
027-029	Wyndy Rausenberger, Ryan Mcquighan	
030-032	Witt, Krauss, Winston	
033-034		

## **Suggested Custodians**

## **Redactions**

Howarth, listserv

b6 partial

Sylvia Burns (Chief FOIA Officer);  
Timothy Murphy (Office of Solicitor FOIA  
Contacts)

Justin Davis

b5 partial conference  
call code

Joseph Balash

"Exec Sec" referred in Witt's email

Julie Lillie (to discuss awareness review);  
Justin Davis (to discuss FOIA backlog)

b5 partial conference  
call code

b6 partial-Zinke and  
Bernhardt emails  
redacted

## Notes

### Illegible 2nd and 3rd page

Political appointees can review proposed FOIA responses

Request handouts from March 23 2018 meeting?  
Especially regarding Augmented Awareness Review, Backlog, and Proactive Disclosures and Transparency

Providing list of political leadership in department

noting list of politicals is for FOIA use; Exec Sec is working on a guidance for process and timeline for notification when appointees are subject of FOIA requests--expected by April.

Forwarded to Brian Steed and Michael Nedd

Calendars don't trigger awareness review

## Generally

request make documents searchable

Request individual PDFs per email string with attachment, document etc

Ryan Witt search seems incomplete because nothing from 2017, even though he should have

The Google Spreadsheet for 2nd and 3rd page of BLM release is illegible--would like to see March 23 FOIA meeting--would like to see any handouts; and any summary of this meeting April 25 FOIA meeting--also would like to see any handouts, and any summary of this meeting Need summary of the FOIA Open Forum meeting on June 7 (notes, like for 1/9/18)

Request copy of Active Politicals as of 5-25-18 Google Sheet from DOI

ASK FOR CONFERENCE MATERIALS from May 3, 2018 class (AECA)

Request any guidance on augmented awareness protocol prior to the May 2018 Guidance r

Ask for handouts from April 3 10:15 am Augmented Awareness Discussion

## More Custodians in addition to Julka, Howarth, Ryan Witt, Jeff Krause, Thomas Ba

Joseph Balash

because clients heard he may be involved in some FOI

Downey Magallanes

because she might have played a role in triggering FOI

Laura Rigas

Same as Downey-former communications director

Scott Cameron

Scott Cameron said he wants to review all docs falling i

Juliette Lillie

Seem to have last word on memo, also discussed awar

Ryan McQuighan

Popped up in 72 hour awareness notice for litigation - F

David Bernhardt

Memos on FOIA Awareness/Recommendations address

Darrell Strayhorn

Lots of exchanges on FOIA Foreseeable Harm Memo bu

Tim Murphy

Copied on Foreseeable Harm Memos; one draft referrec

Tony Irish

Hosted Late Feb Training with Tony Irish.

Sylvia Burns

Chief FOIA Officer, reviewed FOIA Implementation Plan

Justin Davis

Person in charge of giving updates on FOIA Volume, Ba

## Search Terms

72 hour review

Foreseeable Harm Standard

Foreseeable Harm

Subject Matter Experts

## Equity Review/Political Custodian

### Holding Up Release

FOIA (Program) Recommendations

## Sensitive Issues

Sensitive Materials

Complicated Request

Political Custodian

Augmented Comms Review

Departmental Specific Awareness Review

Bureau Specific Awareness Review

Awareness Review

Accelerate or Accelerate--implementation program for FOIA

**FOIA Strategy/Strategies**

FOIA White Paper

Augmented Awareness Response

FOIA Awareness

**FOIA Backlog**

**FOIA Proactive Disclosures**

**FOIA Transparency/Political Appointees**

Balash FOIA

FOIA Appointee Guidance

FOIA Political Guidance

Trigger Review

Appointee Review

Political Review

**PAS Review**

**NCSE Review**

**Schedule C review**

awareness/foreseeability -- already used by DOI

Additional equity review documents will be here by end of September

ve gotten emails as part of the catsamcat listserv

a legible version

--usually after Cindy Cafaro hosts a FOIA meeting, there's a summary  
ing

nemo.

### **abtiste**

A issues

A Awareness issues, asked to be copied on emails, then not (Clarice flagged)

under his purview before they are released pursuant to his meeting with Bernhardt  
eness review at April FOIA meeting

Refer to "latest guidance on augmented awareness protocol"--Julka asked for written guid  
ed to David Berhardt

t no actual email with any memos or contents from Darrell-like Cindy didn't search her in  
d to "Post Tim" edits; Late Feb/Early March Training on Foresseable Harm lead by Tim M

cklog

dance; says OS and FOIA office confused about when to implement awareness requireme

inbox? Or is Darrell reviewing these emails under equity review

Murphy and Tony Irish of SOL-DGL

ent. Request any guidance on augmented awareness protocol prior to the May 20

18 Guidance memo.